

**TOWN ACCOUNTANT**  
**Towns of Leicester and Spencer**

The Towns of Leicester and Spencer, MA, are seeking qualified applicants for the position of a shared full-time Town Accountant. The Town Accountant works under the general supervision and administrative direction of the Town Administrator of each community. Responsibilities include oversight of bi-weekly payroll and bi-weekly warrant (accounts payable) preparation, financial monitoring of the budget; maintaining comprehensive financial records; generating required periodic reports; assisting with annual budget preparation and supervision of accounting department staff. Thorough knowledge of UMAS, GAAP, and GASB and DOR regulations, and applicable Massachusetts General Laws are necessary. Preferred candidate will have a bachelor's degree in accounting or finance, a minimum of three years municipal accounting experience, and familiarity with MUNIS and Vadar accounting software. MMAAA Certification is a plus. Salary commensurate with experience. Please send cover letter and resume to Town Administrator, 157 Main Street, Spencer, MA 01562. (posted 6/21 and 6/28, expires 7/31). The Towns of Leicester and Spencer are AA/EO employers.